

August 28, 2021 - Board of Directors Meeting

Location: Conference Room at The Islander

Board members present: Merrilyn Cook (#713), Janet Jeffcoat (#709), Jerry Moore (#601), Dennis Schlott (#603), Grace Highfill (#317)

Homeowners present: Scott and Jimsie Looper (#602), Lance and Jacinta Yokum (#602)

Homeowners present via Zoom: Steve and Tina Thomas (#204), Mike Wilson (#218), Hank Hymel (#610), Jen Fargo (#217), Kevin Strand (#604), Jack Collins (#612), Jeff Zola (#116) Ferrell Blair (#103, #113, #115) Michael Rushing (#704).

Management present: Cindy Seitz, Financial Manager

1. Call to order: Merrilyn Cook called the meeting to order at 9:08 AM.
2. Roll call: All members of the board were in attendance with the exception of Mark Hamilton.
3. Proof of notice: Cindy Seitz confirmed that notice of the August 27-28, 2021 Board of Directors meeting was properly posted in accordance with Florida Statute 718.
4. Approval of Agenda: Agenda stands approved.
5. Managers' Report: Cindy Seitz gave her managers report, highlighting The Islander hitting the \$4 million dollar mark for a banner year so far. Discussion regarding the tennis court repair and possibly adding a pickle ball court.
6. Marketing Report: Cindy Seitz presented her marketing report, indicating the beneficial relationship that The Islander has had this year with VRBO.
7. Rental Report: Cindy Seitz provided data and charts for the 2021 year and previous years.
8. Finance Report: Cindy Seitz delivered a summary of the financial report including a working draft of the budget for 2022.
9. Real Estate Report: Grace Highfill presented the real estate report indicating a total of \$13,394.50 had been received from Century 21 in referrals.
10. Unfinished Business:

1. Unit Photography - Dennis presented a quote from Tim Kramer for photography and virtual tours for individual units at The Islander.
2. Unit Evaluations - Anne will work with Kendall or Jenn to evaluate all units in November and December 2021.
3. Holiday Isle Key Cards - Homeowners will need to email HIA to request their key card and give permission to someone to pick up their key card if they so wish.

11. New Business

1. Motion: Grace Highfill made a motion to purchase a new washing machine and shelved laundry bins for the laundry room on the first floor. Seconded by Janet Jeffcoat. Vote unanimous. Motion carried.
2. Motion: Jerry Moore made a motion to bring a vote in November to switch from straight line reserves to pooled reserves. Seconded by Janet Jeffcoat. Vote unanimous. Motion carried.
3. Motion: Grace Highfill made a motion to perform a reserve study and contact three companies for this reserve study. Seconded by Dennis Schlott. Vote unanimous. Motion carried.
4. Motion: Grace Highfill made a motion to increase the cost of the washing machines by 25 cents, reduce the drying time on the dryers to 45 minutes, install a coin machine, new door with room key access and additional security cameras in the 2nd floor coin laundry. Seconded by Jerry Moore. Vote unanimous. Motion carried.
5. Motion: Janet Jeffcoat made a motion to accept the proposed rental rates for 2022. Seconded by Jerry Moore. Vote unanimous. Motion carried.
6. Motion: Jerry Moore made a motion to accept the proposed changes to the Owners Rental Management Agreement and the Guest Rental Agreement. Seconded by Janet Jeffcoat. Vote unanimous. Motion carried.
7. Motion: Dennis Schlott made a motion to eliminate the 11 PM - 7 AM shift and have that shift covered by an on call employee. Seconded by Janet Jeffcoat. Vote unanimous. Motion carried.
8. Motion: Janet Jeffcoat made a motion to remove the landline phones from the individual units. Seconded by Dennis Schlott. Vote unanimous. Motion carried.
9. Motion: Grace Highfill made a motion to approve the proposed changes to the employee handbook. Seconded Dennis Schlott. Vote unanimous. Motion carried.
10. Motion: Jerry Moore made a motion to table the IRA changes. Seconded by Janet Jeffcoat. Vote unanimous. Motion carried.
11. Motion: Grace Highfill made a motion to give bonuses to the

employees for the 2021 high season. Seconded by Dennis Schlott.
Vote unanimous. Motion carried.

12. New Owner Packet Committee was created to prepare a packet to be given to new owners as they purchase properties at The Islander. The committee will consist of Tina Thomas, Sally Rideout, Heidi Theibe and Cindy Seitz.

12. Adjournment:

1. Motion: Grace Highfill made a motion to adjourn the meeting.
Seconded by Dennis Schlott. Vote unanimous. Motion carried.
2. Meeting adjourned at 10:31 AM.